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Board of Trustees Meeting Minutes 1985-04-12

Bowling Green State University

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Huron, Ohio
April 12, 1985

Notice having been given in accordance with the Board of Trustees Bylaws, the following members met in the East Lounge, East Building, Firelands College, 901 Rye Beach Road, Huron, Ohio: Robert C. Ludwig, Chairman; M. Shad Hanna, Vice Chairman; Albert E. Dyckes; J. Warren Hall; Melvin L. Murray; Richard A. Newlove; Virginia B. Platt; Ann L. Russell; and William F. Spengler, Jr.

Also present were President Paul J. Olscamp; Philip R. Mason, Executive Assistant to the President and Secretary to the Board; Arthur G. Neal, Faculty Representative to the Board; Robert A. Wade, Undergraduate Student Representative to the Board; David Anderson, representing Kory J. Tilgner, Graduate Student Representative to the Board; Mary Mohammed, Firelands Board member, representing Read Wakefield, Firelands Board Representative to the Board; Dwight Burlingame, Acting Vice President for University Relations; Eloise E. Clark, Vice President for Academic Affairs; Richard R. Eakin, Vice President for Planning and Budgeting; Mary M. Edmonds, Vice President for Student Affairs; Paul R. Nusser, Treasurer; Karl E. Vogt, Vice President for Operations; members of the Firelands College Board; media representatives; and a number of observers.

Chairman Ludwig called the meeting to order at 10:04 a.m.; the Board Secretary called the roll and announced that a quorum was present. Chairman Ludwig acknowledged the Board's pleasure at being on the Firelands Campus and welcomed Dean William R. McGraw to the meeting.

MINUTES

Dr. Platt referred to Motion No. 43-85, page four of the March 8, 1985, minutes as distributed to the Board, and asked that her name be deleted from the record of a roll call vote on the Auxiliary Capital Improvements totaling \$468,700. She stated that she had by mistake voted in favor of the allocation of funds for the University Union Renovations for which she had already cast a negative vote.

No. 54-85 Mr. Hanna moved and Mr. Dyckes seconded that the minutes of the meeting of March 8, 1985, be approved as corrected. The motion was approved.

PRESIDENT'S REPORT

Dr. Olscamp reported as follows:

Student Fatalities

We are indeed saddened by the death of two of Bowling Green's finest students -- Steven Hanna and Kevin Ross. Greg Hadley, also a BGSU student, was seriously injured in the same automobile accident. These students, along with numerous young people, were on their way to Florida for the traditional Spring Break. Mr. Ross was a senior accounting major and Mr. Hanna was a senior finance major. Both students maintained a high grade point average, were very active in the Pi Kappa Phi fraternity, the Undergraduate Student Government, and were highly regarded by their peers and by the Faculty. Dr. Clark informs me that Mr. Hanna and Mr. Ross will be awarded their respective degrees posthumously (with cum laude honors) at the May, 1985, commencement exercises. Mr. Hadley has been working with the Journalism Department relative to his status and his plans for graduation.

Introduction of Dr. William McGraw

I am pleased to introduce to you this morning the new dean of the Firelands Campus, Dr. William McGraw. Dr. McGraw's appointment was effective March 6, 1985. He has been Dean of the College of Fine and Performing Arts at Youngstown State University for the past 10 years. He brings to this new appointment a strong background in administrative experience and academic excellence. He has held significant administrative positions in higher education in Ohio and West Virginia. I am confident that Dr. McGraw will be a very effective leader and advocate for Firelands College. Dr. McGraw, welcome to Bowling Green State University and to the Firelands Campus.

1985 Fall Semester Admissions Update

To date we have received 7,874 applications from freshmen seeking admission to the 1985 Fall Semester and/or Summer Session. At this time last year we had 8,010 which represents a decrease of 136 students or 1.70%. Transfer applications number 803 compared with 908 students last year, which is a decrease of 105 or 11.56%. Based upon current applicant flow, we expect 3,300 new freshmen and 450 transfers to begin their studies at Bowling Green this Fall Semester. Corresponding figures for Fall, 1984, were 2,990 new freshmen and 501 transfer students.

Graduate Admissions Update

For the reporting period July 1, 1984, through March 31, 1985, the number of new applications received by the Graduate College totaled 2,244. This pattern of increase represents an increase of 98 applications or 5% from the same reporting period last year.

Applications to degree programs continued to indicate an upward trend during the month of March. A total of 1,691 applications to degree programs were received indicating an increase of 115 or 7%. The 553 applications for non-degree status represent a decrease of 17 part-time students (or 3%) applying to the Graduate College compared to the same reporting period last year.

Enrollment Update

As of April 10, 1985, 2,069 registration requests have been received for Summer Term 1985. This figure is 345 less than the number of registration requests received for Summer Term 1984 at a corresponding time in the registration process.

Columbus Developments

\$550,000 of the \$730,000 (20%) required from local sources for completion of the Business Administration addition has been placed into the Budget Bill in the House Finance Committee of the House. The Bill still must be approved by the full House, Senate Finance Committee, full Senate, conference Committee and the Governor. This is indeed a positive step in the right direction, and we will of course continue to seek support for this amendment to the Bill for BGSU.

PRESIDENT'S REPORT (Continued)

H. B. 309, which will provide university administration the opportunity to affect classified staff wages, has been introduced in the House. We continue to be optimistic for its passage and enactment unless "special interests" are attached to the Bill as it moves.

Grants and Contracts Awarded

The comparative numbers for the grants and contracts for March 31, 1985, month ending as opposed to the same period in 1983-84 are as follows:

1983-84

Total special projects grants and contracts = \$3,046,336.91.

1984-85

Total special projects grants and contracts = \$3,509,858.00. The total for 1983-84 all grants and contracts = \$7,740,279.91 and the total for 1984-85 = \$9,445,088.06. These totals include student aid grants for the respective years.

BGSU School of Technology Receives Computer Equipment from INTEL CORP.

More than \$125,450 worth of computers and software has been given to the Bowling Green State University School of Technology by INTEL CORPORATION, the first manufacturer of computer microchips in the world.

This award provides six faculty members at the School with equipment to implement high-level technology via computer in manufacturing processes.

The School of Technology's ultimate goal is to develop and demonstrate appropriate hardware configurations and software packages to teach the concepts of computer integrated manufacturing (CIM) for preparing technical personnel. We also hope to make, to some degree, the hardware and software packages transportable to industry.

Computer Services Area

A new microcomputer laboratory, located in the William T. Jerome Library, opened on March 18 and it includes 25 IBM PC's and 18 Apple Macintosh microcomputers. Any University instructor wishing to utilize spreadsheet, word processing, statistics, modeling, or any other software package can use this new laboratory. The laboratory also will be used by the Library staff and patrons to review library documents and reference material which is arriving now on computer diskettes.

On March 25, much of the University's research computing was transferred from the Digital Equipment Corporation (DEC) VAX-780 computer system to the new DEC VAX 785. The DEC VAX-785 is now the largest computer on campus. This system was purchased last summer for \$555,000 of which \$250,000 was donated by DEC (matching grant). This move will permit the transfer of some instructional computing from the heavily used, seven-year old DEC 2060 to the VAX 780.

The new VAX-785 system not only provides a valuable enhancement to our research computing, but also provides a base upon which to build a high quality research graphics facility. These changes were recommended in the Computer Task Force report dated May, 1984.

Social Philosophy and Policy Center

The Social Philosophy and Policy Center has received two more grants. The Carthage Foundation has awarded \$63,000.00 in support of the Visiting Scholars Program of which the Distinguished Research Fellowship Program is a part. With this grant the Visiting Scholars Program has attracted a total of \$153,000.00 in support. Furthermore, the Pfizer Corporation has made a contribution of \$4,000.00 in support of the Center's general operations. The Center has now received 38 grants and contracts, totaling \$1,213,463.00.

Continuing Education

Dr. Cormier, Dean of Continuing Education, informs me that some of Continuing Education's publications have won awards from the National University Continuing Education Association (NUCEA). The results of this national competition will be announced on April 14 at the Annual Meeting of the organization to be held this year in Louisville, Kentucky. We received a first place award in the category of institutional identity for a series of publications displaying the Continuing Education logo. We also received a second place award in the category of best tabloid publication for the Winter-Spring 1985 class schedule.

Instructional Television Fixed System

As we shall see later in the meeting today the Instructional Television Fixed System is now operational. Dr. William R. McGraw, Dean of Firelands College, has stated that there are a variety of ways in which the new television linkage might be utilized. All programming will be aimed toward fulfilling the mission of Firelands College, by enhancing its current curricular offerings and bringing those educational resources within reach of more people in the region. Dr. McGraw will appoint a committee composed of faculty members and administrators from Firelands campus as well as staff from WBGU-TV whose function will be to develop policy for the operation of the system and to establish programmatic priorities.

New Academic Program

Of particular interest to you, Mr. Chairman, is an event which we hope is going on in Columbus at this time - the Ohio Board of Regents is considering our request to institute the Bachelor of Science in Hospitality Management, which will be housed in the College of Business Administration at the University. We anticipate that approval will be forthcoming and a director for this new and important program will be hired in the near future. We have high hopes that the new program will get significant financial support from the hospitality industry.

Spring Commencement 1985

The Spring Commencement is scheduled for May 11, 1985. Mr. Charles McDowell of the Richmond Times-Dispatch, Washington, D. C., will be the Commencement speaker. Mr. McDowell has been a Washington correspondent and columnist since 1965, and is widely known as an excellent speaker.

PRESIDENT'S REPORT (Continued)

75th Anniversary Keynote Speaker

Dr. Charles E. Perry, BGSU alumnus, will be the keynote speaker for the 75th Anniversary celebration on November 10, 1985. Chuck is the Vice Chairman, Chief Executive Officer and Partner of Golden Bear International - Jack Nicklaus Companies.

MAC Championship for Women's Gymnastics Team

The Women's Gymnastics Team under the able leadership of Charles Simpson captured its third MAC Championship in the past five years on March 16, 1985. Bowling Green has now won three of the five gymnastics championships the MAC has sponsored.

Mr. Chairman, this concludes my report.

PERSONNEL/FACILITIES COMMITTEE

Mr. Spengler reported that the Committee met on Thursday evening at the Sawmill Creek Lodge to consider a number of action agenda items.

Personnel Changes since March 8, 1985, meeting - including Promotion/Tenure Recommendations for 1985-86

Mr. Spengler said the Personnel Changes were found to be in order and the Committee considered recommendations for promotion/tenure for 1985-86 at a special session on Monday, April 8, with complete information having been provided for each member. He commended Vice President Clark and her staff for the completeness of the background information submitted for each faculty member being recommended for promotion/tenure. He added that the Board members are impressed with the caliber of the teaching staff at Bowling Green.

No. 55-85 Mr. Spengler moved and Mrs. Russell seconded that approval be given to the Personnel Changes as listed, including Promotion/Tenure Recommendations for 1985-86. The motion was approved with no negative votes.

Personnel Changes
Academic Area *

Resignations

Terri Groening, Instructor of Management; effective May 22, 1985; leaving teaching profession
T. S. Lee, Assistant Professor of Management; effective May 22, 1985; accepted a position at the University of Utah
David Montierth, Instructor of Management; effective May 22, 1985; leaving teaching profession
Michael L. Stankey, Assistant Professor of Marketing; effective May 22, 1985; leaving teaching profession

Changes in Assignment, Rank and Salary

Bonnie Gratch, Assistant Professor in the Library appointed Acting Head of the Science Library with a stipend of \$750; effective February 11, 1985
Elsa McMullen, from Chair and Professor of Home Economics to Professor of Home Economics; effective May 22, 1985

PART-TIME APPOINTMENTS

| Name | Rank | Salary | Contract | 1984-85 Year; Special Notes and Period of Employment |
|-----------------------------------|---------------------|----------|----------|--|
| <u>New Appointments - Faculty</u> | | | | |
| <u>Arts and Sciences</u> | | | | |
| Art, School of | | | | |
| William Meyer | Assistant Professor | \$ 1,900 | temp | Spring Semester, 1985 |
| <u>Math and Statistics</u> | | | | |
| Mary Ann Fearnside | Intern Instructor | 570 | temp | February 25-April 24, 1985 |
| <u>Education</u> | | | | |
| <u>EDCI</u> | | | | |
| William Weeston | Instructor | 3,200 | temp | Spring Semester, 1985 |
| <u>HPER</u> | | | | |
| Jeffrey Harbaugh | Instructor | 1,200 | temp | Spring Semester, 1985 |
| Wayne Wilson | Instructor | 1,200 | temp | Spring Semester, 1985 |
| <u>Reappointments - Faculty</u> | | | | |
| <u>Business Administration</u> | | | | |
| <u>Legal Studies</u> | | | | |
| Larry W. Whiteleather | Adjunct Asst. Prof. | 1,800 | temp | Spring Semester, 1985 |
| <u>Education</u> | | | | |
| <u>EDSE</u> | | | | |
| Carole Burnworth | Instructor | 1,200 | temp | Spring Semester, 1985 |

Personnel Changes
Administrative Staff

Academic Affairs

| Name | Title | Salary | Effective Date |
|-----------------------------------|----------------------|-----------|--|
| <u>Reappointments - Part-Time</u> | | | |
| Ellen J. Dalton | Project Coordinator, | \$ 10,000 | 1-1-85/12-31-85 (externally funded) |

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No. 55-85 (Continued)

PERSONNEL/FACILITIES COMMITTEE (Continued)

| Name | Title | Reasons | Effective Date |
|---------------------|-------|---------|----------------|
| <u>Resignations</u> | | | |

| | | | |
|------------|--|--------------------------------|--------|
| Kim Bregar | P/T Administrative Assistant, Honors Program | Accepted Classified Employment | 3-8-85 |
|------------|--|--------------------------------|--------|

| | | | |
|-------------------|---|---------------------|---------|
| Marcella Williams | Research Assistant, Biological Sciences | Marriage/relocation | 2-22-85 |
|-------------------|---|---------------------|---------|

Operations

| Name | Title | Salary | Effective Date |
|------------|--------------------------------------|---------------|-----------------|
| Nancy Dunn | Household Manager, President's House | \$ 17,000 fyr | 2-25-85/6-30-85 |

Leave of Absence

| | | | |
|-----------------|--|--|--|
| Harold E. Smith | Associate Vice President for Operations, effective 6-1-85 through 8-31-85, unpaid leave of absence | | |
|-----------------|--|--|--|

Student Affairs

New Appointments - Full-Time

| | | | |
|-------------|--|----------|----------------|
| Julie Busch | Assistant Director, Small Group Housing/Greek Life (Acting) Residential Services | \$ 4,200 | 3-1-85/5-31-85 |
|-------------|--|----------|----------------|

| | | | |
|-----------------|---|---------------|-----------------|
| Aurelio Sanchez | Academic Advisor/Coordinator of Tutorial Program, Educational Development | \$ 17,000 fyr | 2-25-85/6-30-85 |
|-----------------|---|---------------|-----------------|

| | | | |
|--------------|-----------------------|------------|----------------|
| Laura Tellez | Admissions Counselor, | 20,500 fyr | 4-8-85/6-30-85 |
|--------------|-----------------------|------------|----------------|

| Name | Title | Reasons | Effective Date |
|---------------------|-------|---------|----------------|
| <u>Resignations</u> | | | |

| | | | |
|-----------------|--|--------------------------|--------|
| Thomas Misuraca | Director, University Activities Organization | Seeking other employment | 3-9-85 |
|-----------------|--|--------------------------|--------|

| | | | |
|----------------------|--|--------|---------|
| Stephanie Piechowiak | Assistant Director, Financial Aid and Student Employment | Moving | 3-22-85 |
|----------------------|--|--------|---------|

Retirements

| | | | |
|----------------|-----------------------------|--|---------|
| Robert G. Rudd | Director, On-Campus Housing | | 6-30-85 |
|----------------|-----------------------------|--|---------|

Leave of Absence

| | | | |
|---|--|--|--|
| Janis Wells, Reading Specialist, Developmental Learning Center, effective 6-3-85 through 8-23-85, leave without pay | | | |
|---|--|--|--|

UNIVERSITY RELATIONS

| Name | Title | Salary | Effective Date |
|-----------------------------------|-------|--------|----------------|
| <u>Reappointments - Part-Time</u> | | | |

| | | | |
|-----------------|-------------------------------------|----------|--|
| Margaret Tucker | Assistant to the Director (WEOETV), | \$ 9,152 | 1-1-85/6-30-85 (Supplemental Retirement Program) WBGU-TV |
|-----------------|-------------------------------------|----------|--|

TENURE RECOMMENDATIONS

Arts and Sciences

Tenure and Promotion to Associate Professor

Dr. Stan Smith, Biological Sciences
 Dr. William Coggin, English
 Dr. Janice Alberghene, English
 Dr. SueEllen Campbell, English
 Dr. James Albert, Mathematics/Statistics
 Dr. Carl Holmberg, Speech
 Dr. Michael Rastatter, Speech
 Dr. David Ostroff, Speech

No. 55-85 (Continued)

PERSONNEL/FACILITIES COMMITTEE (Continued)

Tenure

Mr. Adrian Tio, Assistant Professor, Art
 Dr. Carol Heckman, Associate Professor, Biological Sciences
 Dr. David Chilson, Assistant Professor, Computer Science
 Dr. Joseph Frizado, Assistant Professor, Geology
 Dr. Donald Callen, Assistant Professor, Philosophy
 Dr. John Cavanaugh, Associate Professor, Psychology
 Dr. Kenneth Pargament, Associate Professor, Psychology

PromotionTo Professor

Dr. Margy Gerber, German/Russian
 Dr. David Weinberg, History
 Dr. Ronny Woodruff, Biology

To Associate Professor

Mr. Robert Hurlstone, Art
 Ms. Marilyn Griewank, Art
 Dr. Kenneth Hibbeln, Political Science

To Assistant Professor

Dr. Srinivas Melkote, Speech

BUSINESS ADMINISTRATION

Tenure

Dr. Warren Hauck, Associate Professor, Management
 Dr. James McFillen, Associate Professor, Management

PromotionTo Professor

Dr. Bartley Brennan, Legal Studies

EDUCATION

Tenure and Promotion to Associate Professor

Dr. Patricia Cunningham, Home Economics
 Dr. Rosaline Hammond, EDCI

Tenure

Dr. Eloise McKittrick, Assistant Professor, Home Economics
 Dr. Lucille Terry, Assistant Professor, Home Economics
 Ms. Deborah Tell, Assistant Professor, HPER

PromotionTo Professor

Dr. Leigh Chiarelott, EDCI
 Dr. Sooja Kim, Home Economics
 Dr. Ronald Partin, EDFI
 Dr. Martha Tack, EDAS

To Associate Professor

Dr. Steven Russell, Special Education

To Assistant Professor

Ms. Judith Kisselle, HPER

FIRELANDS

Tenure

Dr. Ronald Willard, Applied Sciences

Promotion to Assistant Professor

Dr. Teresa Marano, Applied Sciences

HEALTH & COMMUNITY SERVICES

Tenure

Dr. Judy Adams, Medical Technology

No. 55-85 (Continued)

PERSONNEL/FACILITIES COMMITTEE (Continued)

MUSICAL ARTS

PromotionTo Professor

Dr. John Sampen, Performance Studies
Mr. Herbert Spencer, Performance Studies

TECHNOLOGY

Tenure

Dr. Ernest Ezell, Assistant Professor

Proposed Improvement Projects to be Funded

Mr. Dyckes reported that the Committee reviewed and recommended to the Finance Committee the group of proposed expenditures which includes six bill changing machines for the residence halls, a replacement mower for the golf course and two replacement vehicles for the Transportation Department, totaling \$34,877.

Status of State-Funded Capital Improvements (Report)

Mr. Spengler stated that the Committee reviewed and accepted for the official record the written report of University Architect Roland Y. Engler which includes an update on the renovation projects in Overman Hall, Williams Hall and West Hall. He suggested that the Committee arrange for a tour of each building being renovated at a time when other Board members can join the group.

Other reports heard by the Committee concerned 1) Faculty Senate action on the STRS Early Retirement Incentive Plan (ERIP); and 2) Impact of Increase in Parking Fees in Metered Lots, by Jean Yarnell, Director of Parking Services.

Administrative Staff Handbook - 1985-86 - Annual Review

Dr. Platt reported that the handbooks are updated each year; proposed changes are reviewed by the Administrative Council, the elected Administrative Staff Council and the Classified Staff Council.

No. 56-85 Dr. Platt moved and Mr. Dyckes seconded that approval be given to the Administrative Staff Handbook - 1985-86. The motion was approved.

Full-Time Classified Staff Handbook - 1985-86 - Annual Review

No. 57-85 Dr. Platt moved and Mr. Spengler seconded that approval be given to the Full-Time Classified Staff Handbook - 1985-86. The motion was approved.

Permanent Part-Time Classified Staff Handbook - 1985-86 - Annual Review

No. 58-85 Dr. Platt moved and Mr. Dyckes seconded that approval be given to the Permanent Part-Time Classified Staff Handbook - 1985-86. The motion was approved.

Proposed Racial and Ethnic Harassment Policy

Mrs. Russell reported that the policy statement has been in the process of being developed for over a year; the statement is all-campus encompassing and a very well-defined document. She added that the policy has been well thought out and complimented those individuals responsible for formulation and acceptance of the guidelines.

No. 59-85 Mrs. Russell moved and Mr. Spengler seconded that approval be given to the Racial and Ethnic Harassment Policy for Bowling Green State University as approved by the Equal Opportunity Committee on January 24, 1985, the Faculty Senate on March 18, 1985, with final revisions approved by the Equal Opportunity Committee on March 25, 1985. The motion was approved with no negative votes.

The Racial and Ethnic Harassment Policy Saga

| | |
|-----------------|--|
| Spring, 1984 | Equal Opportunity Committee (an all-university committee) established a subcommittee to formulate a racial harassment policy |
| Spring, 1984 | Committee B of President's Task Force on Minority Students recommended a policy be developed |
| Spring, 1984 | Administrative Retreat - policy was mentioned as being "in the works" |
| Summer, 1984 | Discussion of policy with members of Equal Opportunity Committee who were still on campus; gathering of racial harassment incidents |
| September, 1984 | Draft of racial harassment policy presented - discussion and suggestions made for revision - sent to the Vice President for Student Affairs |
| October, 1984 | Discussion and revisions adopted by Equal Opportunity Committee |
| November, 1984 | Published in <u>Monitor</u> for comments by University Community |
| December, 1984 | Comments from faculty, staff, students were reviewed and adopted or rejected. Student groups specifically identified for comments: Black Student Union, Latin Student Union, Undergraduate Student Government, Graduate Student Association, Third World Graduate Students. Members of Equal Opportunity Committee meet with student groups. |
| January, 1985 | Revised policy and sent to Vice President for Student Affairs |
| February, 1985 | Submitted policy to Administrative Council, revised and submitted to Faculty Senate |

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At this writing, the Equal Opportunity Committee feels an opportunity for input on the Racial and Ethnic Harassment Policy has been given to the entire University community. The Committee has taken seriously the comments and reworked the policy numerous times. There has been legal consultation on the policy. We are indeed hopeful that the policy, as it stands, will be adopted for inclusion into the governance documents of Bowling Green State University.

March 18, 1985 Amended and passed by Faculty Senate

March 25, 1985 Amendments accepted by Equal Opportunity Committee

Racial and Ethnic Harassment Policy
Bowling Green State University

The policy of Bowling Green State University is that racial and ethnic harassment will not be condoned. Moreover, the University will use its influence to encourage the community-at-large to treat its students, faculty and staff and affiliated visitors consistent with the principles of this policy. The policy is in keeping with the spirit and intent of federal, state, municipal and University guidelines governing racial discrimination.

I. Definition

Racial and ethnic harassment constitutes any physical or verbal behavior that subjects an individual to an intimidating, hostile or offensive educational, employment or living environment. Such harassment:

- A) denigrates or stereotypes an individual because of his or her racial or ethnic affiliation;
- B) demeans or slurs an individual through pictorial illustrations, graffiti or written documents or material because of his or her racial or ethnic affiliation;
- C) makes unwarranted and disparaging references or innuendos in attributing an individual's personal conduct, habit or lifestyle to his or her racial or ethnic affiliation.

II. Regulations

- A) It is a violation of University policy and the Student Code for any member of the faculty, administrative and classified staff or student body to engage in harassment, as is defined in Section I.
- B) It is a violation of University policy to retaliate against anyone bringing forth an honestly perceived complaint of racial or ethnic harassment.

III. Responsibilities

- A) On a University-wide basis, the Affirmative Action Office is responsible for the coordination and implementation of Bowling Green State University's Racial and Ethnic Harassment Policy. This office will serve as the resource with regard to all matters of this nature.
- B) Each dean, director, department chair, and administrative head of an operational unit is responsible for the dissemination and implementation of this policy within his or her area of responsibility. Persons at this level are also responsible for referring reported incidents of racial and ethnic harassment to the Affirmative Action Office.
- C) As a University policy, it is the responsibility of each faculty member, administrative staff member and classified staff member to ensure adherence to this policy within his or her area of responsibility.
- D) It is the responsibility of all members of the University community to discourage harassment, report such incidents and cooperate in any investigation which might result.

IV. Grievance Procedures

The procedures outlined below are designed to provide sufficient flexibility in which to deal with allegations of racial or ethnic harassment. They are intended to be responsive to particular situations and to be as formal or informal as allegations dictate.

A) Procedure for the Complainant

1. Any individual who believes that he or she has been racially or ethnically harassed should contact the Affirmative Action Office. Staff in this office initially will discuss the matter with the complainant to ascertain, as fully as possible, the validity of the charges and the scope of the problem. At this time, it will be determined if there is a basis for investigation.
2. Initial discussions with staff in the Affirmative Action Office should not make reference to the name of any accused person unless the complainant is ready to file a formal complaint and proceed with an investigation.
3. Before the Office can begin its investigation, the allegations must be submitted, in writing, to the Director of Affirmative Action. Until this occurs, the matter will not be discussed with anyone other than the complainant.
4. An investigation will be conducted by a staff person in the Affirmative Action Office only if the complainant has filed a formal, written complaint.
5. The role of the Affirmative Action Office in the processing of the complaint will include, but is not limited to the following:
 - a. consultation with the complainant,
 - b. discussion with appropriate persons suggested by the complainant who may have knowledge of the situation and can be of assistance in establishing the facts of the complaint,

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c. preparing a complete investigative report of the complaint. This report will include recommendations for resolution. It will be submitted, in writing, to the appropriate Vice President for administrative action. A copy will also be sent to the complainant and the respondent.

6. If the complainant is not satisfied with the action taken by the Vice President, he or she may appeal, in writing, to the President of the University. The appeal must be filed within seven (7) calendar days of notification of the appropriate Vice President's action. The President will review the appeal and respond, in writing, to all parties--respondent, complainant, Director of Affirmative Action, and the Vice President--concerning his or her disposition of the appeal. This must be done within ten calendar days after receiving the appeal.

B) Procedure for the Respondent

1. Investigations regarding alleged instances of harassment will be conducted by staff in the Affirmative Action Office only if a formal, written complaint has been filed with the Director of Affirmative Action.
2. The role of the Affirmative Action Office in the processing of the complaint will include, but is not limited to the following:
 - a. consultation with the respondent,
 - b. discussion with appropriate persons suggested by the respondent who may have knowledge of the situation and can be of assistance in establishing the facts of the complaint,
 - c. preparing a complete investigative report of the complaint. This report will include recommendations for resolution. It will be submitted, in writing, to the Vice President for appropriate administrative action. A copy will also be sent to the complainant and the respondent.
3. If the respondent is not satisfied with the action taken by the Vice President, he or she may appeal, in writing, to the President of the University. The appeal must be filed within seven (7) calendar days of the notification of the Vice President's action. The President will review the appeal and respond, in writing, to all parties--respondent, complainant, Director of Affirmative Action, and the Vice President--concerning his or her disposition of the appeal. This must be done within ten (10) calendar days after the appeal.

C) Principles

In investigating complaints of racial or ethnic harassment, the following principles will be adhered to:

1. Each complaint will be handled on an individual, case-by-case basis, considering the complete record and all relevant circumstances.
2. Investigation will be conducted as fairly and expeditiously as possible.
3. In investigating complaints of racial or ethnic harassment, complete confidentiality will be maintained in consideration of both the complainant and the respondent.
4. An individual bringing forth a complaint of racial or ethnic harassment will not suffer any type of retaliation regardless of the outcome of the complaint.
5. The complaint will be resolved in a manner which is consistent with this policy and also fair and equitable to all parties concerned.
6. Nothing in this policy should be interpreted as interfering with the practice of academic freedom at Bowling Green State University.
7. The purpose of this policy is to end racial and ethnic harassment, and therefore it may not be used by a complainant to achieve personal goals not in conformity with the purpose of this policy.

Passed by Equal Opportunity Committee on 1/24/85.

Passed by Faculty Senate on 3/18/85.

Revisions passed by Equal Opportunity Committee on 3/25/85.

FINANCE COMMITTEE

Mr. Hall reported that the Committee met on Thursday evening at the Sawmill Creek Lodge to consider three action agenda items.

Proposed Improvement Projects to be Funded

Mr. Hall reported that the members reviewed the projects as recommended by the Personnel/Facilities Committee, approved the proposed expenditures and voted to submit the requests to the full Board.

No. 60-85

Mr. Hall moved and Mr. Newlove seconded that approval be given to the allocation of funds for Improvement Projects totaling \$34,877, as listed.

The Board Secretary conducted a roll call vote with the following results: Voting "yes"--Mr. Dyckes, Mr. Hall, Mr. Hanna, Mr. Ludwig, Mr. Murray, Mr. Newlove, Dr. Platt, Mrs. Russell, Mr. Spengler. The motion was approved by nine affirmative votes.

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Bowling Green State University
Improvement Projects

| <u>Accounting Unit/Project Description</u> | <u>Type of Project</u> | | | <u>Source of Funding</u> |
|--|------------------------|--------------------|--------------------|---|
| | <u>Replacement</u> | <u>Improvement</u> | <u>Maintenance</u> | |
| --Residence Halls-- | | | | |
| <u>MCDONALD</u> | | | | |
| 1) Dollar Bill Change Machine | \$ | \$ 1,500(C) | \$ | Pledged Surplus |
| <u>OFFENHAUER</u> | | | | |
| 2) Dollar Bill Change Machine | | 1,550(C) | | 1954 Surplus |
| <u>KREISCHER</u> | | | | |
| 3) Dollar Bill Change Machine | | 1,550(C) | | Pledged Surplus |
| <u>CONKLIN</u> | | | | |
| 4) Dollar Bill Change Machine | | 1,550(C) | | 1954 Surplus |
| <u>RODGERS</u> | | | | |
| 5) Dollar Bill Change Machine | | 1,550(C) | | 1954 Surplus |
| <u>FOUNDERS</u> | | | | |
| 6) Dollar Bill Change Machine | | 1,550(C) | | Pledged Surplus |
| --Other Auxiliaries-- | | | | |
| <u>GOLF COURSE</u> | | | | |
| 7) Replace Mower | \$ 7,000(C) | | | Reserve for Depreciation/Current Fund Balance |
| <u>TRANSPORTATION</u> | | | | |
| 8) Replace two Vehicles | 18,577(C) | | | Reserve for Depreciation/Current Fund Balance |
| | | | | Balance |
| | \$ 25,577 | \$ 9,300 | | |
| (C) Outside Contract | | | | |

Proposed Miscellaneous Auxiliary Budgets 1985-86

No. 61-85 Mr. Hall moved and Mr. Murray seconded that approval be given to the Revised 1984-85 Miscellaneous Auxiliary Budgets and to the Proposed 1985-86 Miscellaneous Auxiliary Budgets, as listed.

The Board Secretary conducted a roll call vote with the following results: Voting "yes"--Mr. Dyckes, Mr. Hall, Mr. Hanna, Mr. Ludwig, Mr. Murray, Mr. Newlove, Dr. Platt, Mrs. Russell, Mr. Spengler. The motion was approved by nine affirmative votes.

Summary of 1985-86 Recommendations for the
MISCELLANEOUS AUXILIARY BUDGETS

| | 1984-85 Approved Budget | 1984-85 Revised Budget | 1985-86 Proposed Budget |
|----------------------|-------------------------------|------------------------------|-------------------------------|
| Amaní Room | \$142,000 | \$130,803 | \$130,400 |
| Bake Shop | 208,230 | 160,560 | 161,000 |
| Central Stores | 1,581,882 | 1,637,517 | 1,657,653 |
| Farm Leases | 66,450 | 67,436 | 66,013 |
| Golf Course | 250,000 | 269,252 | 275,000 |
| Laundry | 134,000 | 103,300 | 101,950 |
| Little Shop | 75,734 | 100,299 | 100,000 |
| Mid-American Room | 178,700 | 186,607 | 185,675 |
| Office Services | 556,800 | 520,000 | 528,500 |
| Parking Services-- | | | |
| Firelands | 12,800 | 12,800 | 11,800 |
| Parking Services-- | | | |
| Main Campus | 440,840 | 440,840 | 437,707 |
| Snack Bar | 4,000 | 4,400 | 4,400 |
| Stadium Operations | 75,495 | 73,611 | 73,980 |
| Student Services | | | |
| Bldg Oper | 88,529 | 85,890 | 89,042 |
| Summer Sports School | 139,535 | 139,535 | 157,510 |
| Telecommunications | | | |
| Services | 1,883,378 | 1,628,078 | 3,138,330 |
| Transportation Svcs | 215,000 | 236,040 | 262,364 |
| University Bookstore | 3,162,695 | 3,492,860 | 3,500,000 |
| Univ. Health Center | | | |
| Bldg Oper | 50,722 | 51,800 | 52,220 |
| TOTALS | \$ 9,266,790 | \$ 9,341,628 | \$10,933,544 |

Photo ID Proposal

No. 62-85 Mr. Newlove moved and Mr. Hall seconded that approval be given to the Photo ID System at a rate of \$2.00 per card issuance, effective beginning Fall Semester, 1985.

The Board Secretary conducted a roll call vote with the following results: Voting "yes"--Mr. Dyckes, Mr. Hall, Mr. Hanna, Mr. Ludwig, Mr. Murray, Mr. Newlove, Dr. Platt, Mrs. Russell, Mr. Spengler. The motion was approved by nine affirmative votes.

NEW ITEMS

Resolution - Dr. James McComas

No. 63-85 President Olscamp read the following Resolution. Mr. Hanna moved and Mr. Dyckes seconded that approval be given to its adoption. The motion was approved by unanimous vote.

Resolution

WHEREAS, the Board of Trustees and Central Administration of Bowling Green State University received word of the naming of Dr. James McComas to be the 12th President of the University of Toledo; and

WHEREAS, beginning July 1, 1985, the newly selected President will start to meet the challenges of guiding a major university in Ohio to becoming an even greater force in the education of the citizens of northwestern Ohio and of becoming acquainted with the students and the community of Toledo; and

WHEREAS, Dr. McComas, as one who has a number of ties with Ohio and the vagaries of its weather, is to be commended for outstanding bravery in agreeing to return from the South to renew acquaintances in the state and at the seat of much of his earlier education, The Ohio State University; and

WHEREAS, President-elect McComas joins a group of institutions banded together as the Mid-American Conference and commits himself, his family and the University of Toledo to continued dogged pursuit of major victories on the athletic field;

NOW, THEREFORE, BE IT RESOLVED, That we, the members of the Board of Trustees and the Administration offer congratulations and a hearty welcome to Ohio and the campus of UT's sister university at Bowling Green; and

BE IT FURTHER RESOLVED, That BGSU intends to welcome President and Mrs. McComas personally to the campus on the occasion of the football Falcons' victory over the Rockets on Saturday, November 16, 1985.

Proposal to Establish an Area of Specialization in Hospitality Management

Dr. Peter M. Hutchinson, Associate Dean, College of Business Administration, described the program which is a new area of specialization within the Bachelor of Science in Business Administration degree program in the College of Business Administration. He introduced Dr. James McFillen of the College of Business who spoke of the scope of the program and the source of students. The prospectus submitted to the Board describes the rationale of the proposal: "A joint response to industry demands for people educated in the principles of business administration, with specialized education in the application of these principles to the hospitality industry with particular emphasis on the food service, restaurant, and hotel/motel sectors and to the professional interests of many faculty and staff in the college and university."

Dr. Hutchinson noted: 1) the entire faculty will be involved and the key position is the director; 2) the program is ready to go beginning with the Fall Semester, 1985; and 3) the proposal is consistent with the ongoing mission of the University and the recently adopted Role and Mission Statement.

Chairman Ludwig complimented all staff members involved in the development of the program in hospitality management.

No. 64-85 Mr. Dyckes moved and Mr. Hanna seconded that approval be given to the offering of the Area of Specialization in Hospitality Management within the College of Business Administration for implementation beginning with the Fall Semester, 1985. The motion was approved with no negative votes.

Proposed Appointments to the Public Advisory Council for Television (PACT)

Dr. Duane Tucker reported that the station management is pleased with the proposed appointments and recommended confirmation by the Board of Trustees.

No. 65-85 Mr. Newlove moved and Mr. Dyckes seconded that approval be given to the appointment/reappointment of each of the following persons to the Public Advisory Council for Television (PACT) - WBGU-TV - for a term ending April 30, 1987, pursuant to Article III, Section 1, of the Revised Charter of Association:

Margaret A. Brockman, Findlay (new member)
Charles Butts, Lima (reappointment)
Ford Cullis, Bryan "
Shirley F. Daley, Lima "
John R. Dyer, Toledo "
Harold G. Sehnert, Lima "
Philip A. Stevens, Tiffin "

The motion was approved with no negative votes.

REGULAR ITEMS

Sponsored Grants and Contracts Awarded - March, 1985

No. 66-85 Mr. Hanna moved and Mrs. Russell seconded that grants and/or contracts in the amount of \$649,826.00, for the month of March, 1985, be accepted and expenditures applicable thereto in that amount be authorized.

Total for PeriodFiscal Year to Date

March, 1985 \$ 649,826.00 \$ 9,445,088.06

The motion was approved with no negative votes.

82-1975 ERIKSEN'S, INC., TOLEDO OHIO

BOWLING GREEN STATE UNIVERSITY
COMPARATIVE SUMMARY OF GRANTS AND CONTRACTS AWARDED

July 1 through Mar 31
Fiscal Years to Date

| | 1983-84 | 1984-85 |
|---|-------------------------|-------------------------|
| I. Research | | |
| A. Federally Sponsored | \$ 257,598.00 | \$ 717,147.00 |
| B. Privately and State Sponsored | <u>54,055.73</u> | <u>227,483.03</u> |
| TOTAL RESEARCH GRANTS | \$ 311,653.73 | \$ 944,630.03 |
| II. Institutes and Workshops | \$ 9,676.29 | \$ 11,500.00 |
| III. Public Service Grants and Contracts | \$1,705,231.89 | \$1,733,398.03 |
| IV. Program Development and Innovation Grants | \$ 878,450.00 | \$ 732,530.00 |
| V. Equipment Grants | <u>\$ 141,325.00</u> | <u>\$ 87,800.00</u> |
| TOTAL SPECIAL PROJECTS GRANTS AND CONTRACTS | \$3,046,336.91 | \$3,509,858.00 |
| VI. Student Aid Grants | <u>\$4,693,943.00</u> | <u>\$5,935,230.00</u> |
| TOTAL ALL GRANTS AND CONTRACTS | \$7,740,279.91 ===== | \$9,445,088.06 ===== |

REPORTS

WBGU-TV / Firelands ITFS Project

A demonstration of the transmission of educational programming from the Bowling Green studio of WBGU-TV was arranged by Dr. Duane E. Tucker, Director of Television Services, with the assistance of Pat Fitzgerald and WBGU-TV staff, as well as Dr. Algalee Adams, former Firelands Dean, who initiated the proposal for this project.

Student Legal Services Program

A progress report was presented by Curt Seditz, Chair of the Student Legal Services Advisory Committee, including a client report; estimates of revenue and expenditures during Fall Semester 1984; budget statements; a current update of revenues and expenditures; and the proposed contract proposal for the 1985-86 year.

REPORTS - CONSTITUENT REPRESENTATIVES

Faculty Representative - Arthur G. Neal

Dr. Neal summarized the concerns of the Faculty Senate since the last meeting of the Board of Trustees:

- 1) Amendments to the Academic Charter and the debates within the Senate;
- 2) The Report of the Committee to Evaluate the Grievance Arbitration Procedures and review by the Faculty Senate; hopefully, a resolution of the conflicts built up by debate before the end of the academic year.

Undergraduate Student Representative - Robert A. Wade

Mr. Wade reported concerning the "Springfest '85" event which is scheduled for Saturday, April 27, this year as an alternative to "Manville Madness." He commented concerning 1) the proposal for "Dead Week" -- which is one week without any type of examination occurring; 2) the Hollis Moore Awards and the Faculty Excellence Awards to be given this spring; 3) a resolution passed to highlight the importance of Women's Studies; 4) approval of the Photo ID proposal by the Board of Trustees; special thanks was extended to Matt Shull for his work on the proposal. Mr. Wade said the April 12 meeting would be the last one of his term as Board Representative; he thanked the Board for the opportunity to serve in this position.

Graduate Student Representative - Dave Anderson for Kory J. Tilgner

Mr. Anderson reported concerning issues before the Graduate Student Senate related to request for legal service in the preparation of wills, budget allocations and the development fund and the selection of the finalists for the Charles E. Shanklin Award.

Firelands College Board Representative - Mrs. Mary Mohammed for Read Wakefield

Mrs. Mohammed reported concerning the financial success of the performance of the opera "Tosca" and the continuing commitment of the Board to sponsoring cultural events. She expressed appreciation for the demonstration of the ITFS link with the Bowling Green Campus. In addition, Firelands Board member Mary Mohammed officially welcomed Dean McGraw on behalf of the Board.

Dean William R. McGraw responded by welcoming the Board of Trustees to the Firelands Campus. He briefly presented his aims for the Firelands College after having been on duty just 30 days. He noted the following goals: 1) to serve the community and the region with the best possible education the Firelands College can provide; 2) to increase the visibility of the campus; 3) to work with the business and industry in the area; and 4) to continue to explore the offerings for traditional and nontraditional students. He urged the maintaining of high standards of academic excellence in a period of declining enrollment. He spoke of the "very fine" faculty and staff at Firelands and said all personnel had assisted him as he becomes adjusted in his position.

Mrs. Charlotte Lowey, Firelands College student, spoke of her experiences in the classroom and in her relationships with the faculty and students. She indicated her plans to finish a four-year degree program at Bowling Green. She further commented: 1) the Firelands faculty are flexible in attention given to student counseling; 2) the simulated experience is the best teaching tool; 3) sixty percent of the enrollees are nontraditional students; both traditional and nontraditional students learn the same material and "bridge the generation gap"; and 4) most students are interested in getting more courses at Firelands.

ANNOUNCEMENTS

Chairman Ludwig stated that the date of the next regular meeting would be announced during the next week.

ADJOURNMENT

The Chairman adjourned the meeting at 12:05 p.m.

President

Secretary

Bowling Green, Ohio
May 10, 1985

Notice having been given in accordance with the Board of Trustees Bylaws, the following members met in the Ice Arena Lounge, Bowling Green Campus: Robert C. Ludwig, Chairman; M. Shad Hanna, Vice Chairman; Albert E. Dyckes; J. Warren Hall; Melvin L. Murray; Richard A. Newlove; Virginia B. Platt; Ann L. Russell; and William F. Spengler, Jr.

Also present were President Paul J. Olscamp; Philip R. Mason, Executive Assistant to the President and Secretary to the Board; Arthur G. Neal, Faculty Representative to the Board; Michael McGreevey, Undergraduate Student Representative to the Board; David Anderson, Graduate Student Representative to the Board; Dwight Burlingame, Acting Vice President for University Relations; Eloise E. Clark, Vice President for Academic Affairs; Richard R. Eakin, Vice President for Planning and Budgeting; Mary M. Edmonds, Vice President for Student Affairs; Paul R. Nusser, Treasurer; Karl E. Vogt, Vice President for Operations; media representatives; and a number of observers.

Chairman Ludwig called the meeting to order at 10:05 a.m.; the Board Secretary called the roll and announced that a quorum was present. Chairman Ludwig welcomed the newly elected student representatives to the Board to serve for the 1985-86 academic year: Michael McGreevey, President of the Undergraduate Student Government; and David Anderson, President of the Graduate Student Senate.

Chairman Ludwig also announced that on May 16 Trustee Albert Dyckes would complete his nine-year term on the Board and commended "Al" for his tremendous help in providing liaison between the Board and the Ohio Legislature.

ELECTION OF OFFICERS - 1985-86

PRESIDENT - In response to the Chairman's call for nominations for the position of Board President, Mr. Newlove moved, seconded by Mr. Hall, that Mr. Hanna be nominated for President. Mr. Hall moved, seconded by Mr. Newlove, that nominations be closed and that the Secretary be instructed to cast a unanimous ballot for Mr. Hanna for President. The motion carried. Mr. Hanna was declared the Board President for 1985-86.

VICE PRESIDENT - In response to the Chairman's call for nominations for the position of Vice Chairman, Dr. Platt moved, seconded by Mr. Dyckes, that Mr. Spengler be nominated for Vice President. Mr. Murray moved, seconded by Mrs. Russell, that nominations be closed and that the Secretary be instructed to cast a unanimous ballot for Mr. Spengler. The motion carried. Mr. Spengler was declared Vice President for 1985-86.

SECRETARY TO THE BOARD - In response to the Chairman's call for nominations for the position of Secretary to the Board, Mr. Hanna moved, seconded by Mr. Ludwig, that Mr. Mason be nominated Secretary for 1985-86. Mr. Spengler moved, seconded by Mr. Newlove, that nominations be closed and that the Secretary be instructed to cast a unanimous ballot for Mr. Mason. The motion carried. Mr. Mason was declared Secretary to the Board for 1985-86.

MINUTES

No. 67-85

Mr. Spengler moved and Mr. Hanna seconded that the minutes of the meeting of April 12, 1985, be approved as written. The motion was approved.